

Allocations Committee



Stephen O'Dell, Chair

Wednesday, January 2, 2008
4:00 pm to 6:00 pm
Public Health
4041 North Central Avenue, Phoenix
15th Floor, Joshua Room

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Meeting Minutes

Attendance

Committee Members *AT: Attended AB: Absent EX: Excused ALT: Alternate Present*

AT	Bradley Allen	EX	Debby Elliott <i>alt: Philip Seeger</i>	AT	Larry Stähli	AT	Maclovía Morales
AT	Mark Kezios	EX	Mary Rose Wilcox <i>alt: Terri Leija</i>	AT	Randall Furrow	EX	Stephen O'Dell

Guests
None

Administrative Agent Staff
Kevin McNeal

Support Staff: John Sapero

Welcome, introductions and declarations of any conflicts-of-interest

Mark Kezios, Vice Chair, called the meeting to order and welcomed the attendees. Everyone introduced him/her self and declared any conflicts-of-interest.

Determination of quorum

Mark Kezios determined that quorum was established with five of eight members present at 4:06 pm.

Administrative Agent update

Kevin McNeal discussed The Administrative Agent's office:

- Fully expects to expend the entire formula award for GY 2007 by the end of January/beginning of February.
- Have prepared a carryover request that has been approved by Maricopa County as a cautionary action.
- No request for reallocations at this time.

Funding is provided by the United States Department of Health and Human Services, the Ryan White HIV/AIDS Treatment Modernization Act of 2006 and the Maricopa County Department of Public Health.

All of the documents discussed may be requested from Planning Council Support.

MEETING MINUTES *continued*

- A Ryan White service provider has declined to continue to provide services for the next year. The Administrative Agent's office is working with the provider to transition clients to other organizations, has begun contacting clients, and is maintaining a dialog with the provider in an attempt to keep them contracted.

Reallocations

The committee reviewed service utilization data provided by the Administrative Agent, and determined that no reallocations were required. Mark Kezios discussed that if an immediate need to reallocate funds arose, the Administrative agent had been granted some leeway to reallocate up to 15% of a service category (core to core, or supportive to core) to core services needing funds.

Maclovía Morales discussed that some clients, especially homeless individuals, had challenges paying out-of-pocket expenses for bus passes (generally, \$3.00 per pass). Kevin McNeal responded that this cost could be waived at the discretion of the transportation service provider.

Cautionary planning for GY 2008

Mark Kezios related that the committee had been discussing the development of strategies in case of a drastic funding cut. However, the Administrative Agent anticipates a level funding scenario for the next grant year.

Mark Kezios related that even though there are no anticipated challenges, some guidelines needed to be established to deal with a potential drastic funding cut for future grant years. For example, the committee could choose to:

- Change FPL and other eligibility guidelines to limit utilization. The Administrative Agent discussed that there would have to be some in-depth analysis of how this would affect clients;
- Some supportive services could be reduced to ensure funding for core services. Methodology might include adjusting services to reflect true usage, as opposed to desired usage;
- Change how some services are provided, such as limiting the number of lab tests that are provided;
- Sliding fee scales based on eligibility and income;
- Determine what tools are needed to ensure good decision-making. Build tools to guide future decision making, but we have to be sure to not ignore the identified need simply because the utilization is not realized. Services need to be analyzed to determine how well service categories are performing, and analyze the ways we are engaging clients into care (or not). It is important to ensure that supportive services remain available to clients.
- Ensure that an optimal range of core/supportive services is offered;

Mark Kezios discussed that it might be a good idea to hold a test exercise to try the tools that are developed out.

MEETING MINUTES *continued*

Determination of agenda items for the next meeting

In addition to recurring agenda items, the following agenda items were added:

Agenda Items

Reallocations discussion

Cautionary planning - tool development and strategic planning

Action Items to be completed by the next meeting:

Task	Assigned To
Analyze service category utilization and FPL levels of clients for all service categories	Kevin McNeal

Current Event Summaries

Maclovía Morales discussed that Chicanos por la Causa will no longer be providing Ryan White services, as of February 29, 2008. There are many consumers who are concerned about having a gap in care, but the agency and the Administrative Agent's office are working to limit any client challenges. Many employees have already transitioned to other positions.

Call to Public

John Sapero discussed that the Health Care Strategies Committee will have a change of meeting date that will be announced as soon as it is confirmed.

Adjourn

The meeting adjourned at 6:11 pm.